

# STATE OF CONNECTICUT

## COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES

25 SIGOURNEY STREET °

HARTFORD ° CONNECTICUT ° 06106

### AFFIRMATIVE ACTION/CONTRACT COMPLIANCE UNIT

TO: EEO Staff

FROM: Tanya Hughes, Executive Director

DATE: July 22 2015

SUBJECT: Follow-up Training for the New Data for Affirmative Action Plans

Due to circumstances beyond our control, we must postpone the follow-up training tentatively scheduled for August 2015. As we discussed in the training provided on the revised Affirmative Action Regulations in June 2015, we plan to offer follow-up training on using the new census data and new forms. Unfortunately, until CORE, the data on applicants applying for and taking state examinations, and the unemployment data can be collected and stored in a format compatible with the new census data format mandated by EEOC, we cannot proceed with the training. Further, until these issues are resolved it is not possible to use the new census data.

Although we cannot use the new census data, the revised regulations are now in effect. All agencies with reporting periods ending July 31, 2015 or later must create the Affirmative Action Plans using the format required by the revised regulations and presented at the June training. Until further notice, all agencies will continue to use the forms that are currently in use not the drafts of proposed forms included in the training packets. **This means that the forms in the following sections will not change:**

**Sec. 46a-68-83 Workforce Analysis**

**Sec. 46a-68-84 Availability Analysis**

**Sec. 46a-68-85 Utilization Analysis and Hiring and Promotion Goals**

**Sec. 46a-68-86 Employment Analysis**

Any questions should be directed to Neva Vigezzi at 860-541-4706 or [neva.vigezzi@ct.gov](mailto:neva.vigezzi@ct.gov) or Valerie Kennedy at 860-541-3411 or [valerie.kennedy@ct.gov](mailto:valerie.kennedy@ct.gov) for clarification.

We will schedule the follow-up training on the data and forms as soon as possible. We apologize for any inconvenience this creates.